

TARRINGTON NEIGHBOURHOOD DEVELOPMENT PLAN

STEERING GROUP

Minutes of the Meeting of the Steering Group held on Tuesday 30th September 2014 at 7.30p.m. in the Lady Emily Community Hall, Tarrington

1. Members Present

(in alphabetical order)

Paul Butler, Maggie Daron, Jeannette Forrester, Robert Hodges, Veronica Hodges, John Tallis (Chairman) and Janette Ward

2. Apologies

There were no apologies.

3. Minutes of the last meeting were approved.

4. Matters Arising

There were no matters arising.

5. Chairman's Progress Report and Group Discussion

Following a final meeting to clarify the details of the Tarrington Neighbourhood Development Plan Residents Questionnaire, Chris Gooding of Data Orchard completed and printed the final document. The questionnaires were then distributed to members of the Steering Group who had volunteered to deliver them to every property in Tarrington.

The main purpose of this meeting was to check on the progress by members of the group regarding the distribution of the questionnaires. A total of 420 questionnaires and prize draw forms have been delivered by members of the Steering Group to approximately 232 properties in Tarrington Parish (during the week commencing 22nd September). Members of the group reported a mainly positive response by residents although some individuals gave reasons for not wishing to complete the questionnaires. In the case of residents who were out (usually after two visits) the questionnaires were posted through doors.

The questionnaire includes a question about the settlement boundary, a subject about which Steering Group members would like some clarification. J. Tallis will invite a representative from Herefordshire Council to the next meeting of the Steering Group.

6. Actions to be Completed Before the Next Meeting

ACTION	PERSON/PEOPLE RESPONSIBLE
Collect the completed Questionnaires and Prize Draw forms from all residents in the Parish and deliver them to John Tallis by Thursday 16 th October.	John Tallis Liz Tallis Jeanette Forrester Robert Hodges Veronica Hodges Janette Ward Maggie Daron Paul Butler
Give all completed questionnaires to Chris Gooding for analysis by Data Orchard.	John Tallis
Invite a representative from Herefordshire Council to our next meeting.	John Tallis

7. Date for Next Meeting

The next meeting of the Steering Group will be held at 7.30p.m. on Tuesday 4th November* at the Lady Emily Hall.

*Please note that the date given at the meeting was 28th October but this has been changed to the 4th November as Samantha Banks (from Herefordshire Council) will be attending the meeting.